

INVITATION TO BIDS

Flooring Installation Services (Federal) Solicitation No. 6067

ADDENDUM NO. 1
Issue Date: October 10, 2025

This Addendum containing the following revisions, additions, deletions and/or clarifications, is hereby made a part of this solicitation and Contract Documents for the above-named project. Bidders/Proposers shall take this Addendum into consideration when preparing and submitting their response to this solicitation.

This Addendum clarifies responsiveness expectations in case of emergency (see Item 1 below), clarifies emergency contract requirements (see Item 2 below), lists questions received and SHA's responses (see Item 3 below), provides pre-bid meeting attendance list (see Item 4 below), and extends Bid Submittal Due Date (see Item 5 below).

Item 1. ADD the below verbiage into **SECTION 011000 SUMMARY OF WORK, Article 1.04.A.** to clarify responsiveness expectations:

2. Responsiveness Expectations in Case of Emergency

- a. Contractor shall have the capability for 24/7 Emergency Response.
- b. Contractor shall, unless otherwise agreed upon by Purchaser, meet on site with Purchaser to conduct inspection, safety check, consult and measure, assess the extent of emergency, and begin work within twenty-four (24) calendar hours of Purchaser's job quote request.
- c. Contractor shall, unless otherwise agreed upon by Purchaser, complete emergency work within seventy-two (72) calendar hours of Purchaser's job quote request.

Item 2. ADD the below verbiage into **SECTION 011120 CONTRACT REQUIREMENTS, Article 1.03** to clarify emergency contract requirements:

D. Emergency Contract Requirements

1. Due to the urgent and often hazardous nature of emergency projects, work is expediated and begins prior to an executed contract document and official written Notice to Proceed (NTP).
 - a. The Project Manager will issue an informal, typically verbal, Notice to Proceed (NTP) to start work.
 - b. Contract documents will follow afterwards.
 - 1) Note that invoices for work cannot be paid until contract documents are fully executed.

- 2) Contractor shall work with Project Manager and assigned Contract Administrator to keep paperwork moving in order to get documents executed as timely as possible.
2. Contractor shall follow all the Seattle Housing Authority's policies and procedures regarding emergency work, construction, and contracts.
3. Contractor shall follow all applicable state and federal regulatory provisions regarding emergency work, construction, and contracts.

Item 3. The following is a list of questions received and SHA's responses to those questions.

Question 1. Is this by square unit or general pricing?

Response: *Pricing is per the Bidding Schedule issued with the solicitation. It has a combination of units, e.g., hourly and by the square foot, etc. The **Bidding Schedule** is attached to this addendum for reference.*

The quantities shown on the Bidding Schedule are an estimate only, being given only as the basis for the comparison of bids. SHA does not warrant, expressly or by implication that the actual amount of work will correspond therewith, the right to increase or decrease the amount of the work to eliminate one or more items prior to or following award is reserved by SHA.

Question 2. Do you have a first project?

Response: *There is no "first project" scheduled. SHA typically has many floor covering projects and a limited capacity of existing SHA Floor Coverers. The "first project" will happen shortly after the contract is awarded.*

Question 3. What is the length of the contract?

Response: *Per **SECTION 011120 CONTRACT REQUIREMENTS, Article 1.03:***

- A. *The contract term is **three hundred sixty-five (365)** consecutive calendar days from the effective date of the Notice to Proceed.*
- B. *This contract has **two (2)** optional one **(1)** year extensions that can be exercised at Owner's discretion.*

Question 4. Are you picking only one company?

Response: *Yes. Per regulatory requirements, contracts requiring competitive bidding may be awarded only to the lowest responsive responsible bidder.*

Question 5. Will the winning Contractor need to provide the flooring or just installation?

Response: As described in **SECTION 011000 SUMMARY OF WORK**, the winning bidder will be responsible for the following, whether self-performed or through overseeing the work of a subcontractor:

Flooring installation services on an on-call basis. More specifically, services shall encompass all phases of flooring installation services, including but not limited to, the demolition and removal of existing floor coverings, providing all necessary materials, the installation of new floor coverings, haul-away and disposal services of existing floor coverings, and any relevant services in the entire process.

*For additional details, refer to **SECTION 011000 SUMMARY OF WORK**.*

Question 6. Some units have Asbestos. Would SHA provide information?

Response: Yes. SHA will provide Asbestos Disclosure information with every request for work as shown on the sample **SHA Flooring Project Initiation Form** included in this solicitation and attached to this addendum for reference.

Question 7. Payment schedule. How does that work?

Response: Payments are typically made on a monthly basis. Refer to the following portions of the solicitation for more information:

- **Section 00700 - General Conditions of the Contract for Construction, PART 6 - PAYMENTS AND COMPLETION**
- **Section 012900 - Payment Procedures**

Item 4. Attached is the attendance list for the pre-bid meeting held at **3:00 PM, Friday, October 3, 2025.**

Item 5. The Bid Submittal Due Date for Solicitation #6067 Flooring Installation Services (Federal) is extended to **11:30 AM, Wednesday, October 29, 2025.**

All bids received by the date and time specified in this addendum will be publicly opened and read shortly after bids are due. The public bid opening will be conducted soon after bids are due in the Central Office and via TEAMS meeting and / or telephone. The SHA Central Office location and the Microsoft Teams meeting link for the public bid opening are specified below.

Seattle Housing Authority – Central Office

[101 Elliott Ave W Suite 100](#)

Seattle WA 98119

Bid Opening Location: Tahoma Conference Room 131

Main phone number: 206.615.3300

[How to get to the Central Office](#)

Parking: Metered street parking is available around the building. There are also several paid lots nearby.

Email purchasing@seattlehousing.org for an invitation to the Microsoft Teams meeting.

**Public Bid Opening will begin at approximately 11:35 AM,
on Wednesday, October 29, 2025**

Microsoft Teams [Need help?](#)

[Join the meeting now](#)

Meeting ID: 280 075 456 930 8

Passcode: cL3Rx39M

Dial in by phone

[+1 206-257-3799, 359095280#](tel:+12062573799359095280) United States, Seattle

[Find a local number](#)

Phone conference ID: 359 095 280#

Join on a video conferencing device

Tenant key: 507130161@t.plcm.vc

Video ID: 118 380 246 8

[More info](#)

For organizers: [Meeting options](#) | [Reset dial-in PIN](#)



END OF ADDENDUM NO. 1

ITB #6067 Flooring Installation Services (Federal)
Section 00300 Bid Form
BIDDING SCHEDULE

Bid From (Firm Name): _____

***DIRECTIONS:** Fill out all fields highlighted in green .*

Bid Items	LABOR COSTS BY WORK TYPE (Refer to Section 011000—SUMMARY OF WORK for detailed description of Bid Items)	Unit Type	Unit Price <i>Fully Burdened Labor Rate</i>	Quantity*	Lump Sum / Extended Amount
LABOR - Subject to Prevailing Wage					
1a	Soft Floor Installaton, incl but not limited to: Carpet, Sheet Vinyl, Vinyl Composite Tile, Vinyl Plank	HR	\$	1.00	\$
1b	Additional Cost for Floor Installation on Stairs	HR	\$	1.00	\$
1c	Soft Floor Repair, incl but not limited to: Carpet, Sheet Vinyl, Vinyl Composite Tile, Vinyl Plank	HR	\$	1.00	\$
1d	Additional Cost for Floor Repair on Stairs	HR	\$	1.00	\$
1e	Demolition	HR	\$	1.00	\$
1f	Floor Preparation	HR	\$	1.00	\$
1g	General Labor	HR	\$	1.00	\$
1h	Hazardous Materials Abatement	HR	\$	1.00	\$
1i	Replace or Install Quarter Round or Rubber Base	HR	\$	1.00	\$
1j	Replace or Install Rubber Tread	HR	\$	1.00	\$
LABOR TOTALS					
2	Sum of Extended Amounts for Labor (Sum of Bid Items 1a through 1j)				\$
2a	Labor Mark-up Percentage Percentage mark-up on prevailing wage rates for wage types not listed on this form.			%	

Bid Items	EQUIPMENT	Unit	Quantity*	Unit Price/ Markup %	Lump Sum / Extended Amount
3	Equipment Estimated Quantity		\$ 25,000.00		\$ 25,000.00
4	Equipment Mark-up Percentage			%	
5	Equipment Mark-up Amount (Bid Item 3 x Bid Item 4) (Do not include Bid Item 3 in this amount.)				\$

ITB #6067 Flooring Installation Services (Federal)
Section 00300 Bid Form
BIDDING SCHEDULE

Bid From (Firm Name): _____

***DIRECTIONS:** Fill out all fields highlighted in green .*

Bid Items	MATERIAL COSTS (Refer to Section 011000—SUMMARY OF WORK for detailed description of Bid Items)	Unit	Quantity*	Unit Price/ Markup %	Lump Sum / Extended Amount
6	Material Estimated Quantity		\$ 25,000.00		\$ 25,000.00
7	Carpet	SQ	1.00	\$	\$
8	Quarter Round	LF	1.00	\$	\$
9	Rubber Base	LF	1.00	\$	\$
10	Rubber Tread	LF	1.00	\$	\$
11	Sheet Vinyl	SQ	1.00	\$	\$
12	Vinyl Composite Tile (VCT)	SQ	1.00	\$	\$
13	Vinyl Plank	SQ	1.00	\$	\$
14	Carpet Tiles	EA	1.00	\$	\$
15	Carpet Padding	SQ	1.00	\$	\$
16	Underlayment	SQ	1.00	\$	\$
17	Floor Adhesive	GAL	1.00	\$	\$
18	Transition Strips	LF	1.00	\$	\$
19	Tack Strips	LF	1.00	\$	\$
20	Material Mark-up Percentage			%	
21	Material Mark-up Amount ((Sum of Bid Items 6-19) x Bid Item 20) (Do not include Bid Items 6-19 in this amount.)				\$

Bid Items	SUBCONTRACTOR COSTS	Unit	Quantity*	Unit Price/ Markup %	Lump Sum / Extended Amount
22	Subcontractor Estimated Quantity		\$ 50,000.00		\$ 50,000.00
23	Subcontractor Mark-up Percentage			%	
24	Subcontractor Mark-up Amount (Bid Item 22 x Bid Item 23) (Do not include Bid Item 22 in this amount.)				\$

ITB #6067 Flooring Installation Services (Federal)
Section 00300 Bid Form
BIDDING SCHEDULE

Bid From (Firm Name): _____

***DIRECTIONS:** Fill out all fields highlighted in green .*

Bid Items	MISCELLANEOUS COSTS	Unit	Quantity*	Unit Price/ Markup %	Lump Sum / Extended Amount
25	Estimated Contract Value for Payment and Performance Bonds <i>P&P bonds required for Public Works projects</i>		\$ 600,000.00		
26	Percentage of Contract Value Charged for Payment & Performance Bonds			%	
27	Payment & Performance Bonds Cost Amount (Bid Item 25 x Bid Item 26) <i>(Do not include Bid Item 25 in this amount.)</i>				\$

TOTALS	
Basic Bid PRICE (Sum of extended amounts - Items 2 through 27) WITHOUT WA STATE SALES TAX:	\$
WA State Sales and Use Tax - ON MATERIALS ONLY: 10.35%	\$
Basic Bid TOTAL COST Including Sales and Use Tax (on materials only):	\$

*The quantities shown are an estimate only, being given only as the basis for the comparison of bids. SHA does not warrant, expressly or by implication that the actual amount of work will correspond therewith, the right to increase or decrease the amount of the work to eliminate one or more items prior to or following award is reserved by SHA.

Seattle Housing Authority is not responsible for any errors in formulas or bidder's calculations.

Bidding schedule in Excel format available upon request by emailing: purchasing@seattlehousing.org

SHA Flooring Project Initiation Form**Main Contract #6067**

Project Title:

Requesting Dept.:

Prime Contractor: TBD

Project Location:

☐ Occupied Building / Unit

Project Manager:

Contact Phone #:

Contact Email:

Project Description:

Material(s) required for this project (select all that apply):

- | | | | |
|---|--|--|---|
| ☐ Carpet | ☐ Quarter Round | ☐ Sheet Vinyl | ☐ Underlayment |
| ☐ Carpet Padding | ☐ Rubber Base | ☐ Tack Strips | ☐ Vinyl Composite Tile |
| ☐ Carpet Tiles | ☐ Rubber Tread | ☐ Transition Strips | ☐ Vinyl Plank |
| ☐ Floor Adhesive | ☐ Other: | | |

Provide more detailed information on the material needed.

Joint Scope Date:

Proposal Due Date (*JSD + 2 WK*):

Estimated Construction Start Date:

Estimated Construction Duration (*Days*):

NEPA Clearance Received Date:

Request Justification (check only those that apply to this project):

- | | | |
|---|--|--|
| ☐ Builder's Risk | ☐ Hazardous Material | ☐ Pollution Liability |
| ☐ Design Work | ☐ Liquidated Damages: | Amount per Day (if differs from General Conditions): |

Budget / Estimate – Contract #6067 is Federally FundedEstimate: *Provide org/account/program:***Confirm Budget is available:** Choose an item.

Project Manager (sign)

Date

PURCHASING COMPLETES	
Initial Wage Determination: Choose an item.	
Wage Rates Date = Date Proposal Accepted by SHA:	
Contract Administrator:	Date:
Contract Administrator Signature:	

SHA Flooring Project Initiation Criteria Checklist

Main Contract #6067

As part of the Project Initiation process for a Work Order under **Contract #6067 Flooring Installation Services (Federal)**, the proposed work shall satisfy at least the following criteria:

- ☐ The project is consistent with an **approved SHA capital improvements plan** or is scheduled or unscheduled maintenance.
- ☐ All permits, including but not limited to, building and storm water permits, have been obtained, or
 - ☐ Permits will be obtained by contractor, or ☐ A determination that a permit is not needed as been made by the appropriate authority.
- ☐ The Work Order will be done with approved plans and specifications prepared by a licensed architect, engineer or other design professional, or ☐ plans and drawings are not required.
- ☐ Appropriations and the availability of funds for the project have been confirmed.
- ☐ An estimate has been filed in the Contract folder on SharePoint (FA-Purchasing > Contracts).
- ☐ Asbestos Disclosure Options:
 - ☐ Seattle Housing Authority ("SHA") has performed, or caused to be performed, a good faith inspection to determine whether materials to be worked on or removed contain asbestos (include the inspection report as an attachment if this option is selected),
 - ☐ SHA assumes that the work site contains asbestos and the Contractor must handle the materials in accordance with all applicable federal, state, and local laws and regulations, including, without limitation, WAC 296-62-07701 through 296-62-07753, or
 - ☐ SHA is reasonably certain that asbestos will not be disturbed by this project.
- ☐ Contract Documents will be created and issued according to Competitive Thresholds for Public Works and in collaboration with the assigned Contract Administrator:
 - ☐ A Work Order will be submitted in PMWeb for review and approval under Contract #6067.

Project Manager (initial)

Date Click or tap to enter a date.

Pre-Bid Meeting #1 Sign-In Sheet

Project Name: Flooring Installation Services (Federal) (#6067)

Friday, October 3, 2025, 3:00 PM

Name of Firm/Agency	Name of Representative	Address, City, State, Zip	Telephone Number	E-mail Address
Seattle Housing Authority	Johnny Le, Contracts Manager - Asset Management	101 Elliott Ave W, Suite 100 P.O. Box 79015 Seattle, WA 98119	206.615.3488	Johnny.Le2@seattlehousing.org
Seattle Housing Authority	Veronica Sharp, Lead Design & Construction Contract Administrator	101 Elliott Ave W, Suite 100 P.O. Box 79015 Seattle, WA 98119	206.239.1553	veronica.sharp@seattlehousing.org
Seattle Housing Authority	Abel Werede, Contracts Coordinator	101 Elliott Ave W, Suite 100 P.O. Box 79015 Seattle, WA 98119	206.716.1310 ext. 11	abel.werede@seattlehousing.org
CAG Remodel LLC	Christopher Garcia		1-206-643-0290	prjmgmt@remodelcagseattle.com
Simons Contracting LLC	Idan Ezra		253.649.9922	Simonsheatingcoolingappliance@gmail.com
YG Flooring LLC	Carla Gonzalez		564-242-7622	carlagonzalez66@gmail.com
Haight Carpet & Interiors	Melita Osborn	Woodinville, WA		melita@haightcarpet.com

1. Summary

Meeting title	6067 Prebid Meeting #1
Attended participants	17
Start time	10/03/25, 2:46:40 PM
End time	10/03/25, 3:29:52 PM
Meeting duration	43m 11s
Average attendance time	13m 37s

2. Participants

Name	First Join	Last Leave	In-Meeting Duration	Email
Sharp, Veronica	10/03/25, 2:56:15 PM	10/03/25, 3:29:52 PM	33m 36s	Veronica.Sharp@seattlehousing.org
Christopher Garcia	10/03/25, 2:58:51 PM	10/03/25, 3:14:25 PM	15m 33s	
Carla (Unverified)	10/03/25, 2:58:51 PM	10/03/25, 3:15:00 PM	16m 8s	
Melita Osborn (External)	10/03/25, 2:58:52 PM	10/03/25, 3:14:47 PM	15m 55s	Melita@haightcarpet.com
Dean Martin (External)	10/03/25, 2:58:52 PM	10/03/25, 3:14:32 PM	15m 39s	DeanMartin@GlobalRepairRestorationLLC.onmicrosoft.com
15027018823 (Unverified)	10/03/25, 2:59:31 PM	10/03/25, 3:14:27 PM	14m 56s	
Le, Johnny	10/03/25, 2:59:36 PM	10/03/25, 3:29:50 PM	30m 14s	John.Le@seattlehousing.org
Werede, Abel	10/03/25, 2:59:38 PM	10/03/25, 3:29:51 PM	30m 13s	Abel.Werede@seattlehousing.org
Conference Room (External)	10/03/25, 3:00:52 PM	10/03/25, 3:14:22 PM	13m 29s	conference@continentalflooring.com
Junior (Unverified)	10/03/25, 3:01:54 PM	10/03/25, 3:14:36 PM	12m 41s	
simons contracting llc (Unverified)	10/03/25, 3:02:00 PM	10/03/25, 3:14:58 PM	12m 58s	
14258764381 (Unverified)	10/03/25, 3:08:11 PM	10/03/25, 3:10:00 PM	1m 48s	
14252991194 (Unverified)	10/03/25, 3:09:57 PM	10/03/25, 3:14:27 PM	4m 29s	
Melissa Rossi (External)	10/03/25, 3:09:59 PM	10/03/25, 3:14:16 PM	4m 17s	mrossi@d9projects.com
Riley Quinton (External)	10/03/25, 3:10:31 PM	10/03/25, 3:14:20 PM	3m 48s	rquinton@division9flooring.com
14253218229 (Unverified)	10/03/25, 3:10:35 PM	10/03/25, 3:15:04 PM	4m 29s	
Jason Rairigh (External)	10/03/25, 3:13:06 PM	10/03/25, 3:14:21 PM	1m 14s	jrairigh@division9flooring.com